

**Rezoning Application**

Code of Ordinances Appendix B, Section 1160-1169

Step 1: Pre-Application meeting with City Staff

Meeting Date: _____

Office Use Only

Staff Initials _____

Step 2: Complete the application below

Application Date: _____

Please print the following information:

Applicant's Name: _____ Telephone: _____

Mailing Address: _____ Alt. Phone: _____

City: _____ State: _____ Zip: _____ E-mail: _____

Owner's Name*: _____ Telephone: _____

Mailing Address: _____ Alt. Phone: _____

City: _____ State: _____ Zip: _____ E-mail: _____

Surveyor/Engineer Name: _____ Telephone: _____

Mailing Address: _____ Alt. Phone: _____

City: _____ State: _____ Zip: _____ E-mail: _____

Legal Description of Property:

Lots: _____ Block: _____ Subdivision: _____

Current Zoning: _____ Proposed Zoning: _____

Current Use: _____ Proposed Use: _____

Purpose of Rezoning Application: _____

Office Use Only

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The applicant will submit the following information with this application:

A. All required documents on the reverse side of this application

B. Application Fee: (All checks payable to City of Marble Falls)

Number of Acres:

Less than 5 acres \$300.00

6-10 acres \$750.00

More than 10 acres \$1,000.00

Fee: _____

GIS: \$15.00

Total: _____

All information on the checklist of this application must be supplied in full at the time of submittal. If information is not submitted in full, the application will cease and all information will be given back to the applicant.

Owner Statement* (if applicant is not owner):

I HEREBY CERTIFY THAT THE APPLICANT LISTED ABOVE IS AN AUTHORIZED AGENT FOR ME IN MATTERS PERTAINING TO THE FILING OF THIS ZONING APPLICATION.

Applicant's Signature**Owner's Signature** (notarized)**Date**STATE OF TEXAS:
COUNTY OF BURNET:

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared _____, Owner, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purpose and considerations therein expressed.

Given under my hand and seal of office, this _____ day of _____, 20_____.

Notary Public in and for the State of Texas_____
My Commission Expires On

*If there are multiple property owners participating in the application, please use the "Multiple Owners" supplemental sheet and attach all owner information and signatures.

Rezoning Application Checklist

A complete list of all required documents can be found in the City of Marble Falls Code of Ordinances, Appendix B Land use Regulations, Sections 1101-1119 Concept Plan and Site Plan Review Procedure, and Sections 1160-1169, Amendment and Rezoning Procedure. A copy of the regulations is available online at www.ci.marble-falls.tx.us or by request from the Development Services Department. The city may require additional information or maps if they are necessary to enable the Planning and Zoning Commission to determine whether the change is consistent with the objectives of the adopted Land Use and Zoning regulations and the Comprehensive Plan.

- ☐ **Tax Certificate or deed showing Legal Owner** (with no taxes due)
- ☐ **Plat or Survey:** Copies of the boundary survey limits of the tract including metes and bounds, and each proposed lot, and scale distances with north clearly indicated sealed by a licensed surveyor (survey required if the property is unplatted):
 - ☐ Four (4) copies of the subject area at 18" x 24"
 - ☐ One (1) copy at 11" x 17"
 - ☐ One (1) copy at 8.5" x 11"
 - ☐ One (1) digital copy
- ☐ **Applicant attendance** at Planning and Zoning Commission and City Council meetings
- ☐ **Concept Plan*:** Four (4) paper copies, 24" X 36", and one (1) digital copy of all materials listed below to fulfill the Concept Plan Review Requirements, prepared by a qualified individual, civil engineer, land planner, architect, or surveyor, at a scale no smaller than one inch equals two hundred feet (1" = 200'), and it shall demonstrate how the development will comply with all applicable laws and regulations. At a minimum the following information shall be shown and provided:
 - ☐ Vicinity or location map that shows the location of the proposed development within the City and its relationship to existing roadways.
 - ☐ Renderings, size 24" x 36", or a detailed narrative articulating the architectural elements of the building(s) appearance including percentage(s) of material(s) and material type(s) to be utilized on the exterior of the building that illustrate building appearances from all sides.
 - ☐ The names of adjacent additions or subdivisions, or the name of the owners of record and recording information for adjacent parcels of unplatted land, including parcels on the other sides of roads and creeks.
 - ☐ The existing and proposed uses of the subject property, a general arrangement of future land uses, including the approximate number of lots and any residential uses anticipated, and a generalized circulation plan for the subject property.
 - ☐ The existing zoning and existing and proposed uses on adjacent land; the location, width and names of all existing or platted streets or other public ways within or adjacent to the tract; any existing easements with recording information; existing buildings; railroad rights-of-way; topography, including contours, delineation of existing drainage channels or creeks, including the Floodway and/or 100-year floodplain, if applicable; and adjacent political subdivisions, corporate limits, and school district boundaries;
 - ☐ The layout and width, including right-of-way lines and curb lines, of existing and proposed thoroughfares, collector streets and intersections, and a general configuration of proposed streets, lots and blocks, including proposed median openings and left turn lanes on future divided roadways. Existing and planned driveways on the opposite side of divided roadways must also be shown for coordination and sharing of future median openings;
 - ☐ A general arrangement of land uses and buildings, including but not limited to proposed nonresidential and residential densities; building heights, square footages, massing, orientation, loading and service areas, recycling containers, compactors and dumpster enclosures, pedestrian walkways, and parking areas; any proposed sites for parks, schools, public facilities, public or private open space; floodplains and drainage ways; and other pertinent development related features.
 - ☐ The phasing of development and an approximate time frame of the phased development.

Staff's Signature

Date

*Site Plan. A Site Plan may be submitted in lieu of a Concept Plan so long as the Site Plan application contains all of the information required for both Concept Plans and Site Plans. See Section 1109 Site Plan Submission Requirements or talk to City Staff regarding the requirements for a Site Plan Review.